

APPLICATION FOR DUPLICATE MICHIGAN CERTIFICATE

To request a **duplicate certificate/vocational authorization**, complete this form and mail to the above address or fax to Andy Beal at 517/373-0542. **If your name has changed** since the certificate was issued, please include with the application a photocopy of your marriage license, divorce decree or court order.

After your application is processed you will be billed **\$10.00 for each type of duplicate certificate/authorization** requested. **DO NOT MAKE PAYMENT UNTIL YOU RECEIVE THE FEE REMITTANCE STATEMENT.**

TYPE OF DUPLICATE CERTIFICATE/AUTHORIZATION REQUESTED
(YOU WILL RECEIVE TWO COPIES OF EACH DUPLICATE REQUESTED.)

_____ TEACHER _____ ADMINISTRATOR _____ SCHOOL PSYCHOLOGIST _____ VOCATIONAL AUTHORIZATION

SOCIAL SECURITY NUMBER:

DATE OF BIRTH:

COLLEGE ATTENDED:

DATE CERTIFICATE ISSUED:

CURRENT NAME: LAST FIRST M.I. MAIDEN

NAME WHICH APPEARS ON CERTIFICATE: LAST FIRST M.I. MAIDEN

CURRENT MAILING ADDRESS: CITY STATE ZIP

1. Have you ever been convicted of (or pleaded no contest to) a felony? (check one) ☐ YES ☐ NO
2. Have you ever been convicted of (or pleaded no contest to) a misdemeanor involving a child? (check one) ☐ YES ☐ NO
3. Have you had a teaching certificate revoked? (check one) ☐ YES ☐ NO

APPLICANT'S SIGNATURE

DATE

DAYTIME TELEPHONE NUMBER

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Advisory to Applicant

- This transaction does not cover any additions to or upgrade of certificate/vocational authorization except name and address changes.
- In accordance with Public Act 96 of the Public Acts of 1995, it is a criminal misdemeanor to: use a suspended, surrendered, revoked, nullified, fraudulently obtained, altered or forged teaching certificate, school administrator certificate, other State Board of Education approval, or a certificate or approval of another person for the purpose of obtaining employment.

-- DO NOT WRITE BELOW THIS LINE --

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INSTITUTION

DEGREE

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CERTIFICATE TYPE

DATE ISSUED

(CODE 1 IF ALL GRADES)

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SUBJECT FIELDS

(Major, Minor, Endorsement)

DATE _____

EXAMINER _____